Auditing your human resources department: a step-by-step guide to assessing the key areas of your program

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Abstrak

Business units everywhere are under the gun to prove their effectiveness and strategic value especially human resources departments. Now they can accurately gauge how well they're doing with this new edition of "Auditing Your Human Resources Department". This comprehensive guide walks readers through an in-depth self-assessment process rigorous, but far less costly and intimidating than an outside audit. The proven process entails gathering key information, scoring answers, analyzing data, and fixing problem spots while scrutinizing 11 HR functions, including: department organization and employees; recruitment and selection; compensation; benefits; education, training, and development; and, diversity and EOE. Hundreds of pages of questionnaires, checklists, and forms make the process as simple and painless as possible. Completely revised to include information on strategic planning and HR, important developments in technology, and new federal workplace laws, the second edition supplies the tools to pinpoint strengths, improve weaknesses and turn HR into an essential business asset.